

# Parent Letter



## Pulaski Community School District

### Hillcrest AAA Program 2018-19 School Year

**Who:** All Students Grade 4K-5 attending Hillcrest School  
**What:** AAA Before & After School Program  
**When:** Sept. 4, 2018 to June 7, 2019 **Operating 6:30am to 6:00pm on SCHOOL DAYS ONLY**  
**Where:** Hillcrest Elementary School  
**Why:** Make friends, have fun, and learn new things! Convenient location!

PACE Director, Mark Heck: 920-822-6051 Cell 920-639-6049 or [mrheck@pulaskischools.org](mailto:mrheck@pulaskischools.org)  
 AAA Before School Lead Teacher: 920-822-0460 - Kim Parr  
 AAA After School Lead Teacher: 920-822-0460 - Vicky Druckrey  
 PACE Office, Registration & Billing 920-822-6050 or [dkschneider@pulaskischools.org](mailto:dkschneider@pulaskischools.org)  
 Hillcrest Principal, Kris Wells: 920-272-6900

**Our Federal Tax ID # is 39-6008483. If needed, two entrance FOBs per family will be distributed.**

#### Expectations for AAA students and families:

1. Same rules & behavior expectation as during school
2. Students need to be in assigned areas on time
3. Students may not be dropped off before 6:30am
4. Students must be picked up before 6:00pm
5. Drop-off and pick-up will use entrance #1
6. Pack healthy snack for your child each day
7. Inappropriate behavior of child, late payments or late pickups may lead to dismissal from program
8. We will be open our regular hours on days of poor weather, unless the state declares an emergency. If school is closed early we ask you pick up your children as soon as safely possible.

#### BEFORE SCHOOL DAILY SCHEDULE

6:30-8:30am Enter at your convenience  
 6:30-8:30am Indoor Activities, Play & Games  
 8:30-8:45am Optional School Breakfast (extra fee)  
 8:30am Children go to regular classes

#### AFTER SCHOOL DAILY SCHEDULE

3:45-4:00pm Snack (Please bring from home)  
 4:00-5:00pm Active Play & Back Pack Attack  
 5:00-5:45pm Indoor Activity or Art Projects  
 5:45-6:00pm Program wrap-up

**The AAA Before & After School Care at Hillcrest is offered only on days school is in session**

**2018-19 SCHOOL YEAR FEES:** Cost is \$210 per quarter\*/per program/per student

<b>DUE DATES:</b>	<b>Quarter 1:</b> Sept 4 to Nov 6	<b>Due August 15th</b>
	<b>Quarter 2:</b> Nov 7 to Jan 18	<b>Due October 15th</b>
	<b>Quarter 3:</b> Jan 22 to April 3	<b>Due January 15th</b>
	<b>Quarter 4:</b> April 4 to June 7	<b>Due March 15<sup>th</sup></b>

**A "LATE FEE" of \$25 may be added to your invoice if the payment comes in after the due date.**

\*Families receiving free or reduced lunch may receive a reduced rate if approved by PACE.  
 Cost is \$210 for Before and another \$210 for After / per quarter / per student  
 Please contact Mark Heck, PACE Director at 822-6051 for more information or questions.

The address to mail payments is: PACE, P.O. Box 36, Pulaski, WI 54162.



# AAA Hillcrest Registration Form

**(Please circle the Care Program(s) you are requesting)**

BEFORE AFTER

Parent Name(s) \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

Parent's Name(s) \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## Children's Information:

Child 1 Name: \_\_\_\_\_ Grade in 2018-19 \_\_\_\_\_ Teacher \_\_\_\_\_

Health Information (allergies, medications or other) \_\_\_\_\_

Child 2 Name: \_\_\_\_\_ Grade in 2018-19 \_\_\_\_\_ Teacher \_\_\_\_\_

Health Information (allergies, medications or other) \_\_\_\_\_

Child 3 Name: \_\_\_\_\_ Grade in 2018-19 \_\_\_\_\_ Teacher \_\_\_\_\_

Health Information (allergies, medications or other) \_\_\_\_\_

**In case of emergency, you may list additional person(s) allowed to pick up your child:**

\_\_\_\_\_ (Name) \_\_\_\_\_ (Daytime Phone) \_\_\_\_\_ (Relationship)

Family Physician \_\_\_\_\_ Phone \_\_\_\_\_ Hospital of Preference \_\_\_\_\_

In consideration of participation in this activity of the youth above, who is in good health, the undersigned hereby agrees to hold harmless all promoters of this activity by reason of any injury which could be suffered.

Parent/Guardian Signature & Date \_\_\_\_\_

**There is no need to deposit money at this time, but if you want a spot held for your child(ren) you should fill this registration out and get it to PACE. Our programs are limited by student/teacher ratios; we will add late registrants on a first come first served basis, if we have enough staff. Quarterly payments are due by the dates listed on the parent letter. Return this form with check to: PACE Office, P.O. Box 36, Pulaski, WI 54162**

Office Use Only

FOB #